

	STATE OF NEW JERSEY REQUEST FOR PROPOSAL	BID NUMBER: 06-X-38314
	FOR: Third Party Services: Fiscal and Support Services, Cash and Counseling Program	TERM CONTRACT #: T2240 REQUESTING AGENCY: Department of Human Services
	ESTIMATED AMOUNT: N/A CONTRACT EFFECTIVE DATE: N/A CONTRACT EXPIRATION DATE: N/A COOPERATIVE PURCHASING: N/A SET ASIDE: SEE RFP SECTION 4.4.1.8	<u>TO ASK QUESTIONS CONCERNING THE CONTENTS OF THIS RFP:</u> Please go to the Advertised Solicitation Current Bid Opportunities Web Page and click on the Quicklink button labeled Q&A. http://www.state.nj.us/treasury/purchase/bid/summary06x38314.shtml

TO BE COMPLETED BY BIDDER:

Firm Name: _____

Address: _____

PURSUANT TO N.J. STATUTES, REGULATIONS AND EXECUTIVE ORDERS, PROPOSALS WHICH FAIL TO CONFORM WITH THE FOLLOWING REQUIREMENTS WILL BE AUTOMATICALLY REJECTED:

1) **PROPOSALS MUST BE RECEIVED AT OR BEFORE THE PUBLIC OPENING TIME OF 2 PM ON THE DATE SPECIFIED ON THE COVER OF THE RFP OR THE DATE AS MODIFIED BY ADDENDUM AT THE FOLLOWING PLACE: DEPARTMENT OF THE TREASURY, PURCHASE BUREAU, PO BOX-230, 33 WEST STATE STREET, 9TH FLOOR, TRENTON, NEW JERSEY 08625-0230. TELEPHONE, TELEFACSIMILE OR TELEGRAPH PROPOSALS WILL NOT BE ACCEPTED.**
 2) THE BIDDER MUST SIGN THE PROPOSAL.
 3) THE PROPOSAL MUST INCLUDE ALL PRICE INFORMATION. PROPOSAL PRICES SHALL INCLUDE DELIVERY OF ALL ITEMS, F.O.B. DESTINATION OR AS OTHERWISE PROVIDED. PRICE QUOTES MUST BE FIRM THROUGH ISSUANCE OF CONTRACT.
 4) ALL PROPOSAL PRICES MUST BE TYPED OR WRITTEN IN INK.
 5) ALL CORRECTIONS, WHITE-OUTS, ERASURES, RESTRIKING OF TYPE, OR OTHER FORMS OF ALTERATION, OR THE APPEARANCE OF ALTERATION, TO UNIT AND/OR TOTAL PRICES MUST BE INITIALED IN INK BY THE BIDDER.
 6) THE BIDDER MUST SUBMIT WITH THE PROPOSAL BID SECURITY IN THE AMOUNT OF - N/A
 CHECK THE TYPE OF BID SECURITY SUPPLIED:
 ANNUAL BID BOND ON FILE: _____ N/A _____ BID BOND ATTACHED: _____ N/A _____
 CERTIFIED OR CASHIERS CHECK ATTACHED: _____ N/A _____ LETTER OF CREDIT ATTACHED: _____ N/A _____
 7) THE BIDDER MUST COMPLETE AND SUBMIT, PRIOR TO THE SUBMISSION OF THE PROPOSAL, OR ACCOMPANYING THE PROPOSAL, THE ATTACHED OWNERSHIP DISCLOSURE FORM. (SEE N.J.S.A. 52:25-24.2). (SEE THE ADVERTISED SOLICITATION, CURRENT BID OPPORTUNITIES WEBPAGE <http://www.state.nj.us/treasury/purchase/bid/summary/06x38314.shtml>)
 8) THE BIDDER MUST ATTEND THE MANDATORY PRE-BID CONFERENCE(S) AND SITE VISIT(S) AT THE FOLLOWING DATE(S) AND TIME(S):
NOT APPLICABLE
 9) FOR SET ASIDE CONTRACTS ONLY, A BIDDER MUST BE REGISTERED WITH THE N.J. DEPARTMENT OF COMMERCE AS A SMALL BUSINESS BY THE DATE OF BID OPENING. (SEE N.J.A.C. 17:13-3.1 & 13.3.2).

ADDITIONAL REQUIREMENTS

10) THE BIDDER MUST BE REGISTERED WITH THE DIVISION OF REVENUE AND SHALL SUBMIT A BUSINESS REGISTRATION CERTIFICATE (OR INTERIM REGISTRATION) WITH THE BID PROPOSAL.(SEE N.J.S.A. 52:32-44).
 11) PERFORMANCE SECURITY: N/A
 12) PAYMENT RETENTION: N/A
 13) AN AFFIRMATIVE ACTION FORM (SEE THE ADVERTISED SOLICITATION, CURRENT BID OPPORTUNITIES WEBPAGE. <http://www.state.nj.us/treasury/purchase/bid/summary/06x38314.shtml>)
 14) A MACBRIDE PRINCIPLES CERTIFICATION (SEE THE ADVERTISED SOLICITATION, CURRENT BID OPPORTUNITIES WEBPAGE. <http://www.state.nj.us/treasury/purchase/bid/summary/06x38314.shtml>)
 15) REQUESTED DELIVERY: SEE DETAILS ELSEWHERE IN RFP

TO BE COMPLETED BY BIDDER

16) DELIVERY CAN BE MADE AFTER RECEIPT OF ORDER.
 17) CASH DISCOUNT TERMS (SEE RFP) _____ N/A _____%, _____ N/A _____ DAYS: NET _____ N/A _____ DAYS. 18) BIDDER PHONE NO: _____
 19) BIDDER FAX NO. _____ 20) BIDDER E-MAIL ADDRESS. _____
 21) BIDDER FEDERAL ID NO. _____ 22) YOUR BID REFERENCE NO. _____

SIGNATURE OF THE BIDDER ATTESTS THAT THE BIDDER HAS READ, UNDERSTANDS, AND AGREES TO ALL TERMS, CONDITIONS, AND SPECIFICATIONS SET FORTH IN THE REQUEST FOR PROPOSAL, INCLUDING ALL ADDENDA, FURTHERMORE, SIGNATURE BY THE BIDDER SIGNIFIES THAT THE REQUEST FOR PROPOSAL AND THE RESPONSIVE PROPOSAL CONSTITUTES A CONTRACT IMMEDIATELY UPON NOTICE OF ACCEPTANCE OF THE PROPOSAL BY THE STATE OF NEW JERSEY FOR ANY OR ALL OF THE ITEMS BID, AND FOR THE LENGTH OF TIME INDICATED IN THE REQUEST FOR PROPOSAL. FAILURE TO ACCEPT THE CONTRACT WITHIN THE TIME PERIOD INDICATED IN THE REQUEST FOR PROPOSAL, OR FAILURE TO HOLD PRICES OR TO MEET ANY OTHER TERMS AND CONDITIONS AS DEFINED IN EITHER THE REQUEST FOR PROPOSAL OR THE PROPOSAL DURING THE TERM OF THE CONTRACT, SHALL CONSTITUTE A BREACH AND MAY RESULT IN SUSPENSION OR DEBARMENT FROM FURTHER STATE BIDDING. A DEFAULTING CONTRACTOR MAY ALSO BE LIABLE, AT THE OPTION OF THE STATE, FOR THE DIFFERENCE BETWEEN THE CONTRACT PRICE AND THE PRICE BID BY AN ALTERNATE VENDOR OF THE GOODS OR SERVICES IN ADDITION TO OTHER REMEDIES AVAILABLE.

23) ORIGINAL SIGNATURE OF BIDDER	24) NAME OF FIRM
25) PRINT/TYPE NAME AND TITLE	26) DATE